



**UNITED STATES DEPARTMENT OF COMMERCE**  
**Chief Information Officer**

Washington, D.C. 20230

MAR 31 2006

MEMORANDUM FOR: Chief Information Officers

FROM: Karen F. Hogan *Karen F. Hogan*  
Acting, Chief Information Officer

SUBJECT: IT Investment Performance Measurement and Reporting Data Call,  
Calendar Year 2006

Thank you again for your continued efforts to improve the practice of Earned Value Management and Operational Analysis for the Department's major information technology (IT) investments. As we have worked with your staff to ensure understanding of these investment management processes, the periodic performance reports we have received have steadily improved in both accuracy and utility. We believe that the continued focus on Earned Value Management Reporting of developmental, modernization, and enhancement efforts and Operational Analyses of steady state investments has proven beneficial in managing these investments.

Enclosed is the Departmental data call for IT Investment Performance Reporting for calendar year 2006 and a draft IT Investment Performance Measurement and Performance Reporting Policy. The data call provides content and format guidelines and lists all IT investments for which performance reports are required this year. The draft policy defines the requirements for investment performance reporting and specifies that project managers must submit performance reports for all major IT investments. The draft policy has been cleared by the Office of Management and Budget and is under review by you, the Office of General Counsel, and the Office of the Inspector General.

Please submit all Earned Value Management Reports and Operational Analyses as instructed in the attached data call. Direct any questions regarding these reporting requirements to Jerry Harper, [jharper@doc.gov](mailto:jharper@doc.gov), or 202-482-0222.

Enclosure